



Section 7: Information Technology Investment Board Actions

During the reporting period for this edition of the VITA Operating Plan, the Information Technology Investment Board (ITIB) held five meetings. A summary of actions taken at each meeting is provided below.

September 25, 2003

- Engaged the services of The McCormick Group (pro bono) to conduct the process of recruiting a Chief Information Officer. Worked with Department of Human Resource Management and The McCormick Group in developing and posting a job description (internally and externally) and compensation/benefits package.
- With a vote of 6-1, the Information Technology Investment Board passed an amended Delegation of Authority, delegating certain enumerated powers and duties to the Interim Chief Information Officer, to be reviewed at the time a new Chief Information Officer (CIO) is hired.
- Reviewed the Commonwealth Technologies Priority Report, in response to the Joint Legislative Audit and Review Commission (JLARC) Report.

Section Highlights:

- Initial Board organization structure established, including vice-chair and sub-committees.*
- CIO search undertaken.*
- Board oversight of Commonwealth IT investments at the budget, project planning, and project development levels, has begun.*
- VITA FY 05 & 06 Biennial Budget request reviewed, amended, and forwarded to the Department of Planning & Budget.*
- Interim rates for new services approved by Board and recommended to JLARC.*

October 15, 2003

- Discussed progress of the CIO Search to date.
- The ITIB invited Senator Walter Stosch, Delegate Joe May, and Delegate Sam Nixon to the October 15 meeting to review and discuss the legislative intent regarding the creation of VITA and the Board.
- The ITIB elected Dr. Mary Guy Miller as Vice-Chairperson of the Board.
- The Chairman of the ITIB, on behalf of the Board, recommended that VITA send the revised Priority Technology Investment Projects for the 2004-2006 Biennium Budget

listing to the Governor and General Assembly. This information was also forwarded to the JLARC.

- The ITIB granted development approval for the Virginia Department of Transportation (VDOT) Financial Management System Phase II Project.
- In addition to the CIO Search Sub-Committee, the ITIB developed three additional sub-committees: Finance, Legislative Review, and Technology Priority Sub-Committees.

November 5, 2003

- Updated progress of CIO Search to date.
- With a vote of 6-0, the ITIB agreed to submit the VITA Budget Briefs for the 2004-2006 Biennium to the Department of Planning and Budget, with recommended changes discussed.
- Provided information on interim rates to be submitted to JLARC. Consideration of rates discussion was deferred until additional information and recommendations were received from the ITIB Finance Sub-Committee. This discussion would take place at the December 1 meeting.

December 1, 2003

- Approved Interim Rates for the time period November 1, 2003 through September 30, 2004.
- Approved two VDOT Project Development Proposals: Asset Management and EZ Pass Implementation
- Endorsed the continuation of the work between VDOT and VITA to reconcile (1) final Due Diligence personnel mapping in light of VDOT budget cuts, and (2) pending final assessment of the value of VDOT infrastructure transfers to VITA. Both items are to be reported on at January 7, 2004 meeting.
- Went into Executive Session to discuss hiring of the CIO.

December 10, 2003

- Approved the appointment of Cheryl F. Clark, VITA Deputy CIO, as Acting Chief Information Officer until such time as a CIO is appointed by the Board, in the event that the Board is unable to conclude hiring negotiations prior to January 1, 2004.
- Went into Executive Session to discuss hiring of the CIO.

January 7, 2004

The agenda for this upcoming meeting includes the following items of business:

- Executive Session
- Public Private Educational Facilities and Infrastructure Act (PPEA) Presentation
- Adoption of ITIB By-Laws
- Sub-Committee Reports:
 - CIO Search
 - IT Project Review
 - Legislative Review
 - Finance